

July 28, 2003

Dear Customer,

This is to notify you that effective August 18, 2003, truck deliveries will no longer be allowed into GPO's Jackson Alley. All deliveries will be made to the H Street loading dock. This change affects daily receipt of bulk and parcel post shipments for the Federal Depository Library Program. A line in the delivery address will need to be changed -- the existing line "Jackson Alley, Room A-150" should be changed to "**44 H Street, NW Loading Dock.**" The line "**Depository Receiving Section**" should remain to quickly identify and separate the Library Programs Service stock from other receipts.

*****It is important to notify any contractors providing work under Direct-Deal Term Contracts of this change in delivery address. If you have a Form 2511 already at the contractor's plant and the job is scheduled to deliver after August 18th, the contractor must be notified of the new address prior to that date. *****

If you have any questions, please contact your GPO Account Representative or call the Departmental Account Representative Division, Customer Services, on 202-512-0238.

Sincerely,

Customer Services
U.S. Government Printing Office